

Tippecanoe County Board of Commissioners

Meeting Minutes

Monday, March 20, 2023

10:00 am

Tippecanoe Room, Tippecanoe County Office Building
20 N 3rd Street, Lafayette, Indiana

Commissioners present President Tracy A. Brown, Vice President Thomas P. Murtaugh and Member David S. Byers.

Also present: Attorney Doug Masson, Auditor Jennifer Weston, Commissioners' Assistant Paula Bennett, and Recording Secretary Samantha Perez.

- I. **PLEDGE OF ALLEGIANCE** – President Brown called the meeting to order and led the Pledge of Allegiance.
- II. **APPROVAL OF MINUTES** from Monday, March 6, 2023.
 - Commissioner Murtaugh moved to approve the minutes as presented, second by Commissioner Byers. Motion carried.
- III. **PRESENTATION OF ACCOUNTS PAYABLE** – Commissioner's Assistant Paula Bennett presented and recommended:

The claims from March 9, 2023, through March 20, 2023, were recommended for approval without exception and noted there were two discussion points that have been since resolved.

 - Commissioner Byers moved to approve the Accounts Payable as presented, second by Commissioner Murtaugh. Motion carried.
- IV. **PRESENTATION OF PAYROLL** – Commissioner's Assistant Paula Bennett presented and recommended:

The payroll from March 17, 2023, was recommended for approval without exception.

 - Commissioner Byers moved to approve the payroll as presented, second by Commissioner Murtaugh. Motion carried.
- V. **HIGHWAY** – Executive Director Stewart Kline presented and recommended:

Morehouse Road Project

 - A. Warranty Deed – ROW Purchase Parcel 5 & 5A - \$133,560.00
 - Commissioner Murtaugh moved to approve the Warranty Deed as presented, second by Commissioner Byers. Motion carried.
 - B. Temporary Easement Grant Parcels 5B, 5C, 5D, 5E, 5F, 5G, 5H - \$2,900.00
 - Commissioner Byers moved to approve the Temporary Easement Grant as presented, second by Commissioner Murtaugh. Motion carried.
 - C. Inter-Governmental Agreement between Tippecanoe County and the Town of Shadeland to reconstruct a portion of Lilly Road and bridges #64 and #65 which will consist of five annual installments of \$106,900.00 for a total of \$534,500.00. Commissioner Murtaugh did confirm these are annual installments and Executive Director Kline agreed.

- Commissioner Murtaugh moved to approve the agreement as presented, second by Commissioner Byers. Motion carried.

VI. AREA PLAN COMMISSION – Executive Director David Hittle presented and recommended:

A. Approval of annual Carroll County Traffic Count Contract where Tippecanoe County provides the traffic count services to portions Carroll County.

- Commissioner Murtaugh moved to approve the Carroll County Traffic Count Contract as presented, second by Commissioner Byers. Motion carried.

B. Approval of Area Plan Commission Procurement Policy

Executive Director Hittle stated he would like to commission vendors for future use but doing this requires a Procurement Policy. Commissioner Murtaugh asked what type of things would be contracted, and Executive Director Hittle stated the Thoroughfare Plan is being overhauled as it does every 15 - 20 years, and the new graphics would have to be done by an engineering firm that has graphic capabilities. Commissioner Murtaugh asked who would sign the contract and Executive Director Hittle stated it would come before the Commissioners. Doug Masson, *Attorney*, agreed and stated the contract would come to the Commissioners since the Procurement Policy was approved through the Commissioners.

- Commissioner Murtaugh moved to approve the policy as presented, second by Commissioner Byers. Motion carried.

C. ORDINANCE 2023-06-CM, UZO Amendment #107

Executive Director Hittle advised this was approved through the Area Plan Commission and unanimously approved on March 15, 2023. The amended portion will create a pathway for an expedited approval path to change allowable uses within existing developments, it will simplify and update the submission process to conform to recent changes with the bylaws, extend PD-rezone petition expiration and Final Detailed Plan abandonment periods, and allow for an unlimited number of Final Detailed Plan approval extension requests.

- Commissioner Murtaugh moved to consider ORDINANCE 2023-06-CM, second by Commissioner Byers.

Commissioner Byers asked why an unlimited number of Final Plan extensions would be allowed as it could cause inefficiency due to a plan being continuously extended. Executive Director Hittle stated a request and approval would come first and there was no reason to arbitrarily state a time limit for an extension if a plan is unchanged. Commissioner Byers and Commissioner Murtaugh stated there could be outside factors to a plan being delayed and stated the economy and COVID as examples. Executive Director Hittle did agree several extensions were economy driven.

President Brown asked if there was any public comment, and then called for the vote:

- Auditor Weston recorded the vote:

Commissioner Byers	Y
Commissioner Murtaugh	Y
Commissioner Brown	Y

Ordinance 2023-06-CM passed with a vote of 3-0.

VII. HEALTH DEPARTMENT – Administrator Amy Erwin presented and recommended:

A. ORDINANCE 2023-05-CM, Amending Health Department Fees

- Commissioner Murtaugh moved to consider ORDINANCE 2023-05-CM, second by Commissioner Byers.

Amy Erwin, *Health Department Administrator*, advised the Health Department fees have not been evaluated or updated since 2018. Doug Masson, *Attorney*, stated there were some contradictory codes and this will eliminate an unused section created in 2009. Also, the section regarding Mantoux Tuberculosis skin testing needed to be adjusted to reflect the fee change.

President Brown asked if there was any public comment, and then called for the vote:

- Auditor Weston recorded the vote:

Commissioner Byers	Y
Commissioner Murtaugh	Y
Commissioner Brown	Y

Ordinance 2023-05-CM passed with a vote of 3-0.

President Brown stated this ordinance will be heard at the next Commissioner Meeting.

B. Service Agreement with Health Call, LLC

Amy, *Health Department Administrator*, stated the Health Department has never used an EMR, an electronic records program, and one needs to be implemented for tracking clients. This program will work with Community Corrections because they currently use this same service. Commissioner Murtaugh asked if the systems interact with each other and with local hospitals. Dr. Loomis stated the Health Department EMRs can possibly interact with other EMRs, it gives the Health Department the capability of Telehealth, and the program can start in two weeks. Commissioner Murtaugh asked if people within the county who see the same clients, for example a client who goes to the emergency room, can the doctors there see the EMRs, and Dr. Loomis stated no the local hospitals cannot talk to each other and that presents a bigger issue like COVID tracking. Commissioner Murtaugh stated Valley Oaks implemented an EMR that is hundreds of thousands more than this option and wanted to know the difference. Dr. Loomis stated Valley Oaks' EMR is statewide and allows clients to fill prescriptions, make appointments, and has billing capabilities. The Health Department's needs are different than Valley Oaks', so this option is more budget friendly.

- Commissioner Murtaugh moved to approve the agreement as presented, second by Commissioner Byers. Motion carried.

VIII. HUMAN RESOURCES – Human Resources Director Sadie McKinley presented and recommended:

A new position for Superior Court III, RPT Court Reporter to replace both part time Court Reporter for Superior III and part time Court Reporter for IV-D Court. Sadie, *Director of Human Resources*, stated this was approved by personnel committee March 13, 2023.

Commissioner Murtaugh asked if we need to eliminate part time positions and Sadie confirmed we will eliminate both positions to add a position.

- Commissioner Murtaugh moved to approve the creation of a new position of regular part time Court Reporter and eliminate part time Court Reporter for Superior III and part time Court Reporter for IV-D Court as presented, second by Commissioner Byers. Motion carried.

IX. PUBLIC DEFENDER – Chief Public Defender Amy Hutchinson presented and recommended:

A modification of Deputy Public Defender position request to change from one full time position to two part time positions. Amy, *Chief Public Defender*, stated she has interest in part time and not full time and hopes this will be the start of replenishing her staff. Commissioner Murtaugh clarified this is regular part time and Amy confirmed.

- Commissioner Murtaugh moved to approve eliminating one full time Public Defender position and create two regular part time Public Defender positions as presented, second by Commissioner Byers. Motion carried.

X. VILLA – RCAP CONTRACT – Director Deanna Sieber presented and recommended:

A Professional Services Agreement with RCAP

Deanna, *Tippecanoe Villa Director*, stated this is the contract with the state for the RCAP program. There are currently no changes other than changing from a two-year contract to a four-year contract. President Brown asked how much the reimbursement rate is and Deanna stated it is \$40.75 per day per patient.

- Commissioner Murtaugh moved to approve the RCAP contract as presented, second by Commissioner Byers. Motion carried.

XI. PROSECUTOR – REQUEST FOR GRANT APPROPRIATION – Chief Prosecuting Attorney Patrick Harrington presented and recommended:

Chief Prosecuting Attorney Harrington stated this is \$9,000 from the Internet Crimes Against Children grant. HCU has visited local schools and held presentations on cyber safety and this grant helps support those efforts.

- Commissioner Byers moved to approve the grant as presented, second by Commissioner Murtaugh. Motion carried.

XII. GRANTS – Grant Facilitator Sharon Hutchison presented and recommended:

Permission to Apply for Grants:

A. For the Health Department, from the IDOH, for the CoAG grant for the third year in a row, for funding opportunities to continue the School Coordinator position.

- Commissioner Byers moved to approve applying for the grant as presented, second by Commissioner Murtaugh. Motion carried.

B. For the Sheriff, the 2023 Stop Arm Violation Enforcement (SAVE) program which will provide extra duty during the spring and fall months of the 2023-2024 school year in school safety speed zones and other areas where students are interacting with traffic.

- Commissioner Murtaugh moved to approve applying for the grant as presented, second by Commissioner Byers. Motion carried.

C. For the Surveyor, from McAllister Foundation, to seek funds for Conservation Field Day where fourth grade classrooms will step outdoors into Martell Forest for a day of environmental ground water flow and tree graphing (TCPWQ)

- Commissioner Byers moved to approve applying for the grant as presented, second by Commissioner Murtaugh. Motion carried.

XIII. UNFINISHED/NEW BUSINESS

- None

XIV. REPORTS ON FILE

- Clerk's Office February 2023 Report
- Coroner's Office 2022 Annual Report
- Treasurer's Office February 2023 Report

XV. PUBLIC COMMENT

- Tim Clark, 6875 W. Arrowhead Drive, stated on March 30, 2023, at noon in the Tippecanoe Room County building he will hold an ADA 101 meeting for local businesses. This in hopes to bring the community and county into ADA compliance.
- Dr. Dan Sakel, 38 N 23rd Street, is concerned for the new location of the Syringe Safety Program on Ferry St. and it being located next to Recovery Café. He asked if it's wise to bring people who are continuing their habit next to people who are trying to break free of their habit? He added it could be counterproductive if a person trying to recover from their habit encounters an active user or an acquaintance since both facilities will be located next to each other. Dr. Sakel continued with his second concern which is the SSP's new location in very close proximity to three schools and fears for children's safety and the dangers they could potentially be exposed to. He clarified he is not opposed to the SSP but is opposed to the new location. President Brown stated this in the hands of the Health Department and Recovery Café's contract with the seller and buyer is a private matter and they will occupy that location. President Brown recognizes it would be very difficult to find a location that would please everyone. He added the contract is signed to occupy 200-300 sq. ft. but is open to other locations and is taking everything into consideration with the intent to move forward. Dr. Sakel asked if the SSP location would be better located at the Health Department. President Brown stated we must understand these are two separate organizations and there is a long track record of this being a successful program and to judge the program on its history. Commissioner Murtaugh asked Dr. Sakel if he has met and had conversations with other residents and he replied there is a petition with over 2,400 signatures asking the SSP not to be placed at Ferry St. Commissioner Murtaugh asked Dr. Loomis if he met with residents and Dr. Loomis said it was a zoom meeting and it is a step in the right direction, but at this point it was only a conversation. Dr. Loomis agreed with President Brown and stated there has not been an incident in five years. Commissioner Murtaugh asked what the timeline is to move to the new location and Dr. Loomis stated there are architects working and it will be a while for Recovery Cafe, but the SSP can be ready to operate in 2 weeks. President Brown asked if the SSP would start prior to Recovery Café and Dr. Loomis stated the architects will work in segments and he will check on the timeline.

Commissioner Byers moved to adjourn. President Brown adjourned the meeting.

BOARD OF COMMISSIONERS OF
THE COUNTY OF TIPPECANOE



Tracy A. Brown, President



Thomas P. Murtaugh, Vice-President


David S. Byers, Member

ATTEST:


Jennifer Weston, Auditor 04/03/2023

Minutes prepared by Samantha Perez, Recording Secretary